Changes to the Alaska Alternate Assessment Training Site <ak.k12test.com>

POLICY OR PROCEDURAL CHANGES

1. **Contract Renewal**
   EED has renewed a six-year contract with Dillard Research Associates (DRA) for the Alternate Assessments in reading, writing, mathematics, and science.

2. **Updated the Calendar of Important Dates**
   Please refer to this calendar for Alternate Assessment and related information.

3. **Braille and Large Print Orders**
   District Test Coordinators will send Braille and Large Print test orders to EED, October 3-14, 2011. Please alert your DTC if you have a student requiring one of these assessments. These tests will be mailed to the DTC in mid-January.

4. **Participation Guidelines, June 2011 Edition**
   Discard the September 2007 edition. Revisions include: New limited English proficiency (LEP) accommodations; additional clarity to Alternate Assessment program and eligibility criteria; Flexible Schedule accommodations have been changed for an earlier submissions date—20 days before testing; accommodations for students with disabilities have been updated and provide more clarity.

5. **Expanded Levels of Support (ELOS) Test Items**
   A committee of teachers worked on expanding the Early Entry Points to the Extended Grade Level Expectations. The vendor has developed test items linked to the early entry points. The ELOS items have been repackaged into grade band booklets. There are 3 tasks, 15 items total. Follow the test administration rules to determine when to stop administering the standard test items and administer the ELOS items.

6. **Alternate Assessment Test Forms**
   Two complete forms of the alternate assessment have been developed for each content area and are operational.

7. **Work Ready/College Ready Regulation**
   4AAC 06.775 Statewide assessments for students with disabilities; districts will reference the *Alaska Supplement for WorkKeys Assessment* located under Test Coordinator Resources, http://www.eed.state.ak.us/tls/assessment/accommodations.html. This *Supplement* was provided to the State Board of Education September 13 and is out for public comment until November 10, 2011. Tables 1 and 2 from the *Participation Guidelines* have been reviewed by ACT, Inc. Students with significant cognitive disabilities who are in grade 11 or 12 may take the WorkKeys assessments in applied mathematics, reading for information, and locating information if the IEP team determines it supports the transitional plan of the Individualized Education Program.

8. **Learner Characteristics Inventory**
   The Learner Characteristics Inventory (LCI) is part of the required student demographic information that will be collected in the data entry/student setup section in the online assessment system. Instead of paying for expensive programming, EED decided to create a link in the student setup section that leads to the LCI. The inventory creates a profile of the population of students who take the alternate assessment in our state. This information is required for each student. It is recommended that Assessors enter the information while entering their student's data entry. Demographic information for each student must be entered by February 17, 2012. The inventory site will remain open until May 13, 2012 for teachers who need extra time.

9. **Standards Revision**
   EED is revising the reading, writing, and math standards for grades K-12. Stakeholder meetings will be held October 11-12 and November 15-16, 2011. The November meeting will be recruiting for special educator participants. The standards will be presented to the State Board of Education in December 2011, and will be out for public comment. The new standards will be assessed in spring 2015. This will cause a review and revision of the Extended Grade Level Expectations (ExGLEs).

10. **National Center State Collaborative (NCSC) Project**
    Alaska is participating in a national project that is developing new approaches to serving and assessing students with significant cognitive disabilities. Curriculum and instruction, professional development, community of practice groups, what college and career ready looks like for students with significant cognitive disabilities, and new alternate assessments are all being developed. The name of this consortium of 19 states, universities, and National Center of Educational Outcomes is called the National Center State Collaborative (NCSC) General Supervision Enhancement Grant (GSEG). It is a grant project from the Office of Special Education Programs (OSEP) and is the special education counterpart to the Race to the Top consortia.

    Teachers have participated in a teacher survey and focus group. The next activity is the AA Advisory Panel/Communities of Practice (COP) group. The COPs will be asked to implement model curricula and help to refine and clarify materials and resources. Following the initial session with the COP members, we anticipate meeting (via webinars, etc.) with the COPs for 1 - 1.5 hour meetings, 5-6 times per year in the first 2 years, for coaching and follow-up. In order to establish a successful Community of Practice, it is important to ensure that participants not only come from a variety of geographic locations, but also represent different types of school and grades instructed/addressed. These individuals should also have specific characteristics that will ensure the successful dissemination of the training, resources, and message. Selected teachers should be seen as role models and respected by their peers.

11. **DIASA – Data Interaction for Alaska Student Assessments**
    DIASA is a dynamic, Web-based system that provides online access to student performance for Alaska's student assessments. The Alternate Assessment data is now included in the site.

12. Americans with Disabilities Act
Americans with Disabilities Act of 1990, Amended, effective January 1, 2009 (title 42, Chapter 126, Section 12102 (3) (B), Definition of Disability. Congress clarified, "an individual is not 'regarded as' an individual with a disability if the impairment is an impairment with an actual or expected duration of 6 months or less." There is a suggested form posted on EED's website which districts may use, or districts may create their own documentation of records keeping. Located under Test Coordinator Resources, http://www.eed.state.ak.us/tls/assessment/accommodations.html

TRAINING and CONTINUOUS IMPROVEMENT

1. **Updated the Refresher Training Tasks:** Certain Refresher Training Tasks were amended based on analysis of Proficiency Test questions missed and enhanced training in ELOS and Writing Scoring.

2. **Updated the Navigation Guide**

3. **Reliability and Validity Studies**
    All grade 8 and grade 10 Writing Scoring Protocols and Writing Student Materials will be collected by District Test Coordinators (DTCs) during the week of April 9-13, 2012 and mailed or sent via FedEx to the vendor, DRA, for scoring analysis. DTCs received notification of this study at the fall DTC training, they have received an email explaining the process, and they will receive further training/reminders during the spring DTC training. Mentors and Assessors will need to work closely with DTCs to ensure all materials are received.

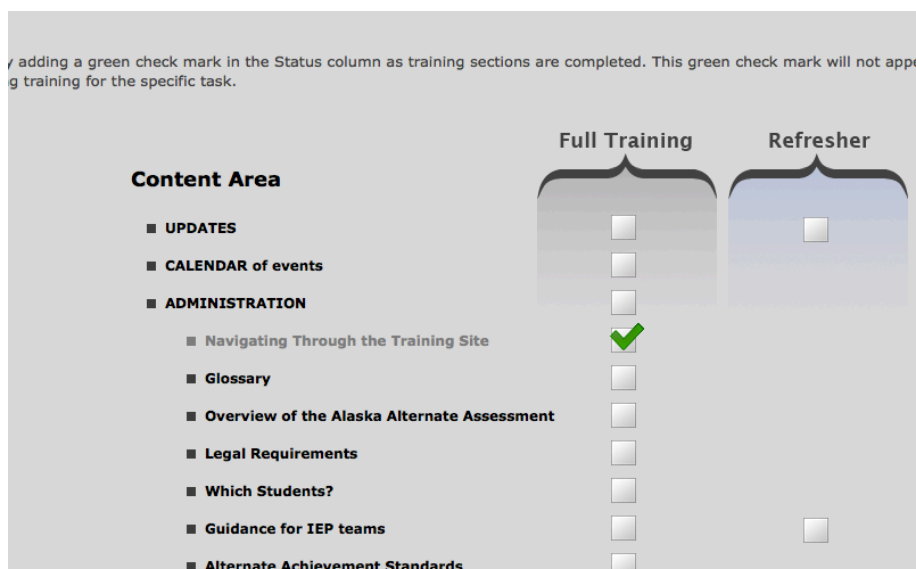   **Do not shred** grade 8 and 10 writing test materials at the close of the test window.

4. **Alternate Assessment Training and Committees *2011-2012***
    New Mentor Training, September 26-27, 2011, Juneau, AK
    Annual Mentor Training, October 25-26, 2010, Anchorage, AK
    AA Advisory Panel/Communities of Practice, October 27, 2010, Anchorage, AK
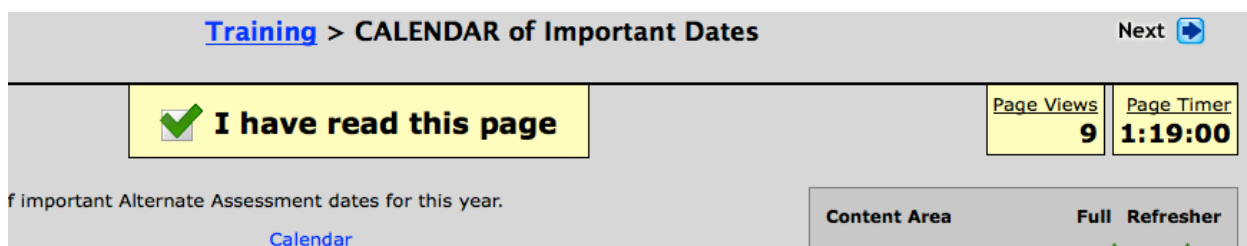
SPECIFIC WEBSITE CHANGES

TRAINING tab
1. **Refresher vs. Full training:** For returning QAs and QTs who completed either full or refresher training in 2010-2011, Refresher Tasks are delineated on the Training home page and in the navigation box on the right side of each training page.

    Returning QAs and QTs who qualify for the Refresher training and testing will see both columns. All others will see only the Full Training column and full Proficiency testing options.

2. **Enlarged** ☐ **I have read this page box and included page view and page timer tools.** These tools will improve the users' and mentors' ability to track access to training by showing the number of times and total time that each user spends reviewing each page.

3. **Changes to ELOS Tests**
    The ELOS test books have been thoroughly revised to align with Early Entry Points to the Extended Grade Level Expectations. In addition, each ELOS subject area is further subdivided into grade bands (3/4, 5/6, 7/8, and 9/10). Each subject area grade band ELOS assessment is comprised of only 15 test items (5 items in 3 tasks). All 15 items must be administered to the student.

    Each task's items follow the same order of complexity: An attention-seeking item, an interaction item, one easy, one medium and one hard item.

    Scoring options are limited to levels of support (1, 2, 3, 4). Options for scoring **A** (Already has the skill), **I** (Inappropriate) and **R** (Refusal) have been removed.

4. **Updated Supporting Documents for many training pages and training videos.**
    Scoring protocols, student materials scored, answers and explanation of answer documents have been reviewed and updated as needed. Issues reviewed include writing

scoring alignment to new Writing Scoring Manual and the ELOS scoring protocol, Levels of Independence matrix, and administration rules alignment to the new test.

5. **Enhanced guidance in scoring writing samples (Administration > Writing Scoring)**
   A Writing Scoring Manual is available on the website (in the Materials Tab) to more fully define the existing writing scoring rules. Each rule is accompanied by multiple examples. In addition, a Writing Scoring Mini-lesson unit is available for use in training (**2012Writing Scoring Mini Lesson VF, 2012WritingNewMentorMini Lesson.ppt, CWS_CLS_IOMini-lessonAnswers**).

MATERIALS tab
1. **New, Revised Practice tests**
   Practice Test Materials are aligned to the new ELOS and Writing Scoring Manual.

2. **Training and support documents**
   All documents listed on the Materials Tab have been updated. Significant changes or additions are:
   - Writing Scoring Manual

   - Writing Scoring training (power point, mini-lessons workbook, and mini-lessons answers)

   - Online Training Support Documents Handbook. This document has been revised and reflects the current ak.k12test.com training site, including all revised scoring protocols, student materials, scored student materials, and explanations of answers.
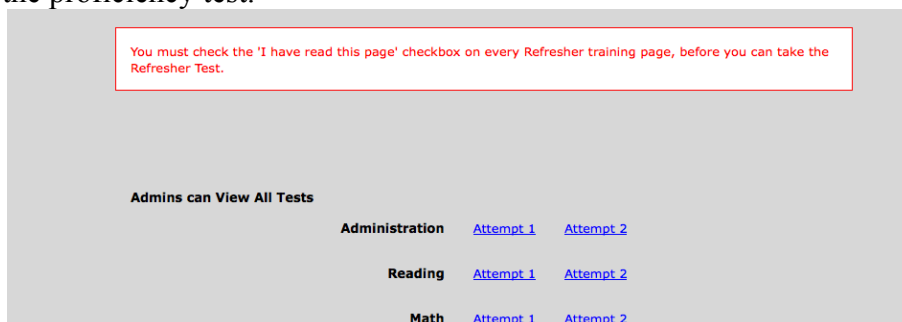
3. **Reorganization of Secure Test Materials**
   As was true last year, the Secure Test materials located under the Materials Tab have been reorganized for ease of use. This year, the grade-banded ELOS tests will also be available in the matrix format. Simply click on the blue, highlighted test document to have the document download to your desktop in PDF file format (be sure to remove all downloaded test documents from your hard drive and "Empty Trash" by April 10, 2012).

PROFICIENCY tab

1. **Proficiency vs. Refresher tests**

   For all users, a message box will appear if the user attempts to take a proficiency test before reading through each required training page and checking the "I have read this page" box. Only after completing the required training will the user be permitted to take the proficiency test.

   Users who qualify to take the reduced Refresher Proficiency test will automatically be provided with that option. Users who qualify to take the full training and full proficiency test will only have that option available.

DATA ENTRY tab

1. **Entering Student Caseload Information**

   All student names and demographic information need to be entered into the online system by February 17, 2012. Student data entry is available throughout the test window; we encourage early entry of all students eligible for the Alternate Assessment so data entry and submission can be monitored. Additionally, DRA will use the student data entry to inform the Writing Scoring study.

   You may begin entering student data on January 30, 2012.

2. **Learner Characteristics Inventory**

   Each Assessor will complete an additional inventory tool for each student enrolled in the Alternate Assessment. The link will be available on the Student Setup page as Assessors add students, beginning January 30, 2012.

ADMIN tab
1. **Data Entry Status** The Data Entry Status table will include a 5th column, indicating the number of registered students for whom the Assessor has completed data entry AND submitted the scores to EED.

HELP / SETTINGS tab (previously ACCOUNT)
1. **Help Desk Information included at the opening page of this tab**

2. **FAQ link added to opening page of this tab**

3. **Forced review and update of user information**
On initial log in to the site, each user will be taken to the Help/Settings tab to review their information and update as needed.

Make changes as needed and choose Update Accounts box at bottom of page.

If no changes are needed, users will scroll to bottom of the page and choose the Update Account box.